



Sri Venkateswara College  
(University of Delhi)

SVC 464  
16/03/16  
15<sup>th</sup> March, 2016

Ref No : SVC/Admn/2016/P/

**NOTIFICATION**  
**(TEACHERS DATA Base)**

All the teachers are requested to collect the data sheet for II/IV/VI Semester (2015-2016) desired by the Delhi University Examination Branch from the Staff Room. The same has also been uploaded on the College Website ([www.svc.ac.in](http://www.svc.ac.in)).

**The said data sheet duly filled in and signed is required to be submitted to the Section Officer (Administration) on or before 25<sup>th</sup> March, 2016 by 3:00 PM positively for further transmission to the university well in time. This may kindly be treated as MOST URGENT.**

Your cooperation is most solicited.

Dr P. Hemalatha Reddy  
Principal

PRINCIPAL  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021

Copy forwarded to the following for information and necessary action :-

1. Teachers-in-Charge and all Faculty Members of the respective departments.
2. Mr Virendra Kumar, Administrative Officer.
3. Mr Pawan Kumar Pandey, Section Officer (Administration).
4. Mr Rajiv Goel, Mr URR Narendra, Mr Durgesh Mudgal, Mr Pankaj Bhati and Mr Narendra Bhardwaj, Dealing Assistants/Hands (Administration).
5. College (Staff) Notice Board/College Website/File.

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